

(Town)                **Delegation of Authority**

I, the chief executive officer or chief elected official of \_\_\_\_\_, hereby appoint \_\_\_\_\_ as Incident Commander for the period of \_\_\_\_\_, and have delegated to this individual the authority to perform the following functions:

- Ensure incident safety
- Provide overall leadership and accountability at the incident scene
- Set the incident objectives, strategies, and priorities
- Delegate authority to others

Additionally, the following authorities have also been delegated:

The following restrictions have been set on this authority:

Signed this day of \_\_\_\_\_

\_\_\_\_\_  
(Signature of chief executive officer or chief elected official)

\_\_\_\_\_  
(Please print name of chief executive officer or chief elected official)